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(HMS for file
when finished)

9 November 1983

MEMORANDUM FOR: Deputy Director for Administration
Deputy Director for Intelligence
Deputy Director for Operations
Deputy Director for Science and Technology
Chief, Planning Staff

FROM: Executive Director

SUBJECT: Intelligence Committees

1. The DCI is reviewing the work of Intelligence Community and CIA intelligence committees. He has asked that the Chairmen of these committees prepare for his attention a brief (one or two pages at most) paper of no more than three paragraphs, each addressing:

- What the committee has done and where its current focus lies.
- How well the committee's work is going.
- How the committee's contribution might be enhanced.

He has also noted that he would welcome any existing papers which are informative or illustrative of the committee's work.

2. Attached is a list of committees and the action office responsible for the reply to the DCI. This initial review is being limited to "substantive" rather than managerial groups.

3. Please provide your response to this office by 17 November 1983. If there are any questions about this request, please contact EA/ExDir, on extension

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Attachment:
As stated

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